

Developing our Digital Capability

Technology is entering nearly all aspects of our life.

So much now *can* and *is* done using a digital platform. Communicating, finding information, shopping, tracking our health and solving problems are just some of the activities which are increasingly facilitated by digital tools.

This is why our digital capabilities - the skills, knowledge and understanding which help us to live, learn and work in a digital society - are so important.

Employers are increasingly looking at what digital capabilities applicants and employees have. Skills in creating documents, presentations, spreadsheets and communicating via email and social media are areas which are important to most organisations.

They want people to use technologies to access information, be creative, innovative, solve problems, communicate, participate, learn and support others in digital spaces.

As technology is constantly changing it's a really good idea to reflect on our own digital capabilities. We should make time to develop those skills that we might not be as confident with or that we are likely to use more of in the future.

We may be able to easily operate a smartphone or find the answer to most questions but can we assess the reliability of information we find? We might be able to communicate across different platforms but can we choose the most appropriate communication for the task at hand? Is the technology we're using for a particular reason the best one for the job? Can we manage our digital identity so it reflects us in the way we want and can we manage the time we spend interacting with technology?

Thinking about how we can develop our digital capabilities will help us become better prepared for an increasingly digital world. Take some time to explore digital capabilities and work out what you already do well and what you may need to develop.